

PERFORMANCE WORK STATEMENT (PWS)

[AGARS Raised Floor]

General Information

GENERAL: This is a non-personnel services contract to install floor tiles in the AGARS Simulation Laboratory. The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn is responsible to the Government.

Description of Services/Introduction: The Contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to perform the installation of the raised floor tiles as defined in this Performance Work Statement except for those items specified as government furnished property and services.

Background: AGARS Laboratory requires floor tile replacement.

Scope: The Contractor will furnish the materials and perform the labor necessary for the completion of the following:
Install approximately 1,052 sq. ft. of "New" ASM Modular Products FS200 cementitious filled raised access floor on existing understructure. Panels to have a 1/16" ASM-2205 Winter Gray Matrix HPL surface covering. The panels will be cut to fit around existing structures.

Period of Performance: The period of performance will be between January 19, 2010 and January 29, 2010

Recognized Holidays:

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

Hours of Operation: The Contractor is responsible for conducting business, between the hours of 6AM thru 6PM Monday thru Friday except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. For other than firm fixed price contracts, the Contractor will not be reimbursed when the government facility is closed for the above reasons. The Contractor must at all times maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons. When hiring personnel, the Contractor shall keep in mind that the stability and continuity of the workforce are essential.

Place of Performance: The work to be performed under this contract will be performed at the Civil Aerospace Medical Institute (CAMI) 6500 South MacArthur, Room 237G. **Oklahoma City, OK 73169**

Type of Contract: The government will award a fixed price Purchase Order.

Security Requirements: Contractor personnel performing work under this contract must have an escort during the performance of this contract.

Physical Security: The contractor shall be responsible for safeguarding all Government equipment, information and property provided for contractor use. At the close of each work period, Government facilities, equipment, and materials shall be secured.

Post Award Conference/Periodic Progress Meetings: The Contractor agrees to attend any post award conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation Subpart 42.5. The contracting officer, Contracting Officers Representative (COR), and other Government personnel, as appropriate, may meet periodically with the contractor to review the contractor's performance. At these meetings the contracting officer will apprise the contractor of how the government views the contractor's performance and the contractor will apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meetings shall be at no additional cost to the government.

Contracting Officer Representative (COR): The (COR) will be identified by separate letter. The COR monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the following functions: assure that the Contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance; maintain written and oral communications with the Contractor concerning technical aspects of the contract; issue written interpretations of technical requirements, including Government drawings, designs, specifications; monitor Contractor's performance and notifies both the Contracting Officer and Contractor of any deficiencies; coordinate availability of government furnished property, and provide site entry of Contractor personnel. A letter of designation issued to the COR, a copy of which is sent to the Contractor, states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting order.

Key Personnel: The follow personnel are considered key personnel by the Government: Barry Runnels, Jerry Ball, Dennis Beringer. The Contractor shall provide a contract manager who shall be responsible for the performance of the work. The name of this person and an alternate who shall act for the contractor when the manager is absent shall be designated in writing to the contracting officer. The contract manager or alternate shall have full authority to act for the contractor on all contract matters relating to daily operation of this contract. The contract manager or alternate shall be available between 6AM to 6PM, Monday thru Friday except Federal holidays or when the government facility is closed for administrative reasons.

Identification of Contractor Employees: Contractor personnel will not be required to obtain and wear badges in the performance of this service; but will be escorted by government personnel at all times.